

PORT AND SOLID WASTE DEPARTMENT



2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN

DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION

A meeting was held on **Monday, July 22, 2013**
Clarion Hotel, 200 Main St., Green Bay, WI

- 1) The meeting was officially called to order by Neil McKloskey at 11:00 am.
- 2) Roll Call:

Present: President Neil McKloskey
Vice-President Craig Dickman
Commissioner Bernie Erickson
Commissioner Bryan Hyska
Commissioner Greg Flisram
Commissioner Hank Wallace
Commissioner John Hanitz
Commissioner Tom Klimek
Commissioner Ron Antonneau

Also Present: Dean Haen, Brown County P&SW
Mark Walter, Brown County P&SW

- 3) Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Craig Dickman and seconded by John Hanitz. Unanimously approved.

- 4) Approval/Modification – June 10, 2013 Meeting Minutes

A motion to approve the minutes of June 10, 2013 was made by Hank Wallace and seconded by Bryan Hyska. Unanimously approved.

- 5) 2014 Budget – Request for Approval

Dean Haen reviewed the 2014 budget memo highlighting various Port budget items. Construction of the Cat Island wave barrier is expected to be completed this year transitioning into dredging the off-loading area and reconstruction of Lineville Road for 2014. The final closure of Renard Island is expected in 2014. The Departmental reorganization was highlighted. The budget packet also contains a Statement of Funds for the department's activities as well as an Income Statement with revenues and expenses detailing actual funds used last year and proposed for next year. The Brown County Executive and the Planning, Development, & Transportation Committee will see this proposed budget in August.

A motion to approve the 2014 Budget was made by Ron Antonneau and seconded by Craig Dickman. Unanimously approved.

6) Northeast Asphalt Property Sales Terms – Request for Approval

At the last Harbor Commission meeting the Commission had discussed in closed session the sale of seven acres of land at the Bayport facility to Northeast Asphalt. Northeast Asphalt's initial offer was not accepted by the Commission and Mr. Haen was to negotiate with Northeast Asphalt. Verbally agreed upon terms were \$10,000/ac, with an access easements and right of first refusal with Northeast Asphalt surveying the property and Brown County writing the legal description and easement along with filing the transaction. Commissioner Flisram asked whether a hold harmless clause, a Phase I environmental assessment or a deed restriction limiting construction of facility or excavation should be considered before the sale so that the Port is not liable for damages resulting from Northeast Asphalt's use of the property. The Commission directed Dean Haen to consult with Corporation Council to determine the need for a "Hold Harmless" clause in the sale.

A motion to approve the Northeast Asphalt Property Sales Terms depending on Corporation Council's opinion was made by Ron Antonneau and seconded by John Hanitz. Unanimously approved.

7) Strategic Public Communication Plan (RFP) – Request for Approval

The Department is requesting proposals from vendors for a Strategic Public Communication Plan for both the Port and the Solid Waste operations. After proposals have been received, a three person team will review them and select the winning bid to provide departmental outreach and education for the next three years. The County will reserve the right to terminate with 30 days notice for any reason.

A motion to approve the Strategic Communication Plan (RFP) was made by Bernie Erickson and seconded by Ron Antonneau. Unanimously approved.

8) Cat Island Chain Restoration Project - Update

Construction of the wave barrier is completed except for armoring the island legs. Ninety percent of the off-loading platform is constructed. Next year's work will include dredging the off-loading area and reconstruction of Lineville Rd. It does not appear that any bird species have been affected by the activity on the Cat Island wave barrier. The Cat Island Advisor Committee will be meeting soon to look at the management issues after the construction is finished. On September 12th, there will be a grand opening ceremony hosted by US Corp of Engineers. Dean Haen commented that during a flight into Green Bay it appeared that the Cat Island wave barrier was having a positive effect on near-shore vegetation.

9) Renard Island Causeway - Update

Remove of the causeway has been estimated by the Corps at \$260,000. Staff is working with the DNR and Corps to understand the conditions (if any) to permit the causeway as a permanent structure. There will be a meeting on August 12 with the Department, DNR, US Army Corps of Engineers, and other Stakeholders to discuss the status of the temporary causeway and any needed changes to make it permanent.

10) Renard Island Closure Project - Update

The Department has received the final approval letter from the State of Wisconsin Department of Natural Resources accepting Bay Port dredged materials as the engineered soil cover materials and other conditions to fulfill the closure requirements this winter by the Corps.

11) Renard Island Funding Study for Final Use by Bruce Baker – Update

The study by Bruce Baker has identified the future Natural Resource Damage (NRD) settlements that are coming, areas the NRD settlement dollars will go to, who is on the trustees that deal out the NRD funds, and how to reach out to them. This is a tool to use for going after some of the NRD funds as well as the GLRI grant funds for the end-use of the island.

12) Tallships Booth –Update

There will be a booth set up for the Port at the Tallships Festival. The Department has ordered can coolers to give away and will use existing temporary tattoos.

13) Director's Report – Update

The Department sponsored Summer in the Park on July 18 and the Farmers Market on Saturday July 20.

The Wisconsin Commercial Ports Association grant was received from the Wisconsin Coastal Management Program. Additional funding is expected from WEDC.

14) Audit of Bills – Request for Approval

A motion to approve the Audit of Bills was made by Ron Antonneau and seconded by Bryan Hyska. Unanimously approved.

15) June Tonnage Report – Request for Approval

Tonnage is up by 16%. The biggest changes are salt coming in and with U.S. Venture exporting ethanol/diesel/gas.

A motion to approve the June Tonnage Report was made by Hank Wallace and seconded by Craig Dickman. Unanimously approved.

16) Such Other Matters as Authorized by Law

None

17) Adjourn

A motion to adjourn was made by Ron Antonneau and seconded by Tom Klimek. Unanimously approved. Meeting adjourned at 12:34 pm.

Neil McKloskey, President
Harbor Commission

Dean R. Haen, Director
Port & Solid Waste Department